



*Form courtesy of the office of:*

**Pam Holm**

**Council Member District G**

**Please send to Susan Luycx by fax: (713) 218-5838 or email: [susan.luycx@cityofhouston.net](mailto:susan.luycx@cityofhouston.net)**

## **SIGN INVESTIGATION AND COMPLAINT FORM**

Complaint Request Made By: \_\_\_\_\_ Complaint Received By: \_\_\_\_\_

\_\_\_ Supervisor \_\_\_ Inspector \_\_\_ Council Office \_\_\_ Mayor's Office \_\_\_ Public \_\_\_ Other

\_\_\_\_\_  
Date of Complaint

\_\_\_\_\_  
Inspector Assigned

\_\_\_\_\_  
Date Complaint Investigated


\_\_\_\_\_  
Location / Address of Sign Complaint


\_\_\_\_\_  
Message on Sign

\_\_\_\_\_  
Nature of Complaint

### **Type of Sign:**

\_\_\_ Bandit \_\_\_ Political \_\_\_ Portable \_\_\_ Banner \_\_\_ Spectacular \_\_\_ Attention Getting Device  
\_\_\_ Abandoned \_\_\_ Other/Specify \_\_\_\_\_

 Does the Citizen calling want a return phone call of the results of our investigation? \_\_\_ Yes \_\_\_ NO **OR**

 Written response? \_\_\_ YES \_\_\_ NO

\_\_\_\_\_  
If Yes: Citizen Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

### **Inspector Investigation Results and Comments:**

\_\_\_\_\_  
Was a "notice" or "citation" issued? \_\_\_ YES \_\_\_ NO If yes, attach copy.

\_\_\_\_\_  
Office Use Only

\_\_\_\_\_  
Project Number

\_\_\_\_\_  
Follow-up Date (if applicable)